

LANCASTER COUNTY CLEANING EQUIPMENT OPERATOR

NATURE OF WORK

This is routine custodial work operating various types of cleaning equipment utilized in maintaining large office or other institutional buildings and related County facilities.

Work involves operation of small and large industrial floor buffers, carpet shampooers and related cleaning equipment. Work also involves performance of a variety of custodial and maintenance tasks within an assigned area or building. Employees in this class may be assigned to open to the public and/or close and secure buildings, and to provide custodial assistance in working with the public. This class is differentiated from the Building Cleaner in that an employee in this class operates cleaning equipment approximately 50% of the work time. (Vacuum or similar cleaners are not considered as industrial cleaning equipment.) General supervision is received from a Cleaning Supervisor, with work subject to inspection for compliance with standards of cleanliness and instructions provided.

EXAMPLES OF WORK PERFORMED

Operate small and large industrial floor buffers to strip, wash, wax, clean and polish floors; mix proper solutions to strip and wax floors.

Operate floor scrubbers using proper solutions.

Operate small and large industrial shampooing equipment including steam extractors, rotary and dry foam shampooers; mix proper solutions for prespotting and shampooing.

Perform routine maintenance and minor repairs on cleaning equipment including floor buffers, shampooers, floor scrubbers, vacuum cleaners and related power cleaning equipment.

Wash windows; shampoo upholstery.

Sanitize wheel chairs, geriatric chairs, bed frames and mattresses with steam cleaning equipment and various germicidal solutions.

Assist in the security of offices and buildings by locking doors and windows, reporting the finding of valuables and monies left unattended, and reporting persons in unauthorized areas to supervisor or other appropriate authority as needed.

Perform emergency and special clean-up duties; including cleaning tasks that may arise due to broken water pipes, construction, etc.

Perform general custodial work including sweeping, edging, mopping and dusting floors; dusting, polishing and wiping furniture, woodwork baseboards, doors, bookcases and related articles; cleaning restrooms and replenishing supplies; moving furniture and assisting in setting up facilities for various activities; emptying trash and replacing plastic liners in trash receptacles.

DESIRABLE KNOWLEDGES, ABILITIES, AND SKILLS

Knowledge of proper cleaning methods, procedures, products and materials.

Knowledge of the operation and care of various types of industrial cleaning equipment.

Ability to climb ladders and scaffolds and work at heights of up to 25 feet in washing windows and dusting high places.

Ability to operate small and large industrial floor buffers, carpet shampooers and related equipment.

Ability to perform heavy lifting.

Ability to understand and effectively carry out oral and written instructions.

Ability to establish and maintain effective working relationships with co-workers and the general public.

Skill in the operation of industrial cleaning equipment.

DESIRABLE TRAINING AND EXPERIENCE

Experience in custodial work involving the operation and use of industrial cleaning equipment and products.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from junior high school or equivalent and experience in custodial work involving the operation and use of industrial cleaning equipment and products.

MINIMUM QUALIFICATIONS

Graduation from junior high school or equivalent and some experience in custodial work or any equivalent combination of training and experience which provides the desirable knowledges, abilities and skills.

NECESSARY SPECIAL REQUIREMENT

Employees in the class working at Lancaster Manor must meet such physical and health requirements necessary for employment in a licensed nursing facility as required by the State of Nebraska.

Dependent upon work assignment, travel to other building sites may be necessary.
Possession of a valid State of Nebraska driver's license when operating a County vehicle is required.

Approved by: _____
Personnel Director

Revised: 5/00

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